



Republic of the Philippines
Biliran Province State University-Biliran Campus
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the BILIRAN PROVINCE STATE UNIVERSITY-BILIRAN CAMPUS in the CSC website:

JUVY ARPON PIÑON
JUVY ARPON PIÑON, D.M.
Administrative Officer IV

Date: January 17, 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I	NITB-ADA1-13-2004	SG-01	11,068.00	Must be able to read and write	None Required	None Required	None Required		Biliran Province State University-Biliran Campus

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than _____.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

JUVY ARPON PIÑON, D.M.
Administrative Officer IV
Biliran, Biliran

nsu_biliranampus@yahoo.com or nsubiliranampus1@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.